



## Airport

**Shanghai Hong Qiao Airport** - SHA - 13 km SW of Shanghai

- :: **Bus** - CAAC city buses run regularly to various destinations in the city. Buses have very limited capacity for luggage.
- :: **Taxi** - make sure you join the correct taxi queue as the queue depends on the distance of the journey. The driver should use the meter but if it is out of order, make sure to agree on the fare before leaving the airport
- :: **Shuttle** - most major hotels run shuttle services.
- :: **Airport information desk** - Phone 021 6268 8918

## On your best behavior...

**Business** - Suits are expected. Appointments should be made and punctuality is expected. Business cards should have Chinese translation printed on the flipside. Business people are usually entertained in a restaurant. It is customary to arrive a little early and to invite the host or hostess to a return dinner.

**Social** - Chinese do not volunteer information, so the visitor is advised to ask questions. Courtesy, rather than familiarity is encouraged. The official name of the country is the 'People's Republic of China' and should be used at all times. Handshaking is custom but visitors may be greeted by applause as well. It is custom to applaud back. Avoid expressing religious or political opinions. Historic and scenic places can be photographed but photography of airports, military installations, etc. is prohibited

**Tipping** - Not officially encouraged, but accepted in the travel industry.

## Communication & Power

**Mobile** - GSM 900/1800 network available in Shanghai

**Internet** - internet cafés are available in major towns

**Phone** - country code **+86** - Outgoing International **00**

**Electricity** - 220/240 volts AC, 50Hz - 2-pin and 3-pin plugs are in use

## Time Zone

**GMT +8** - Beijing Standard Time is used throughout the country

## Local Information

### Tourist Info Hotline

**Operates** - daily from 1000-2100

**Phone** - (21) 6253 4058

[www.tourinfo.sh.cn/en/default.asp](http://www.tourinfo.sh.cn/en/default.asp)

**Hotels usually have the best tourist information**

## Local Office

**American Express Int'l Shanghai Office**  
206 Retail Plaza, 1376 Nanjing Rd West  
Shanghai 200040 - Phone +86 (21) 2798082

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**Corporate  
Travel**

**Emergency Service**  
**+44 20 8253 8490**  
outside normal office hours only

Disclaimer - this factsheet is to be used for informational purposes only. For up-to-date information regarding your travel and your passport, visa and health requirements, please contact your dedicated amex office.